

TRANSMITTAL SLIP		DATE 12 August 1982
TO: PA, PY, SK, TA Bureaus Chief, AU, BK, GF, HK, LD, NC, OK.		
ROOM NO.	BUILDING	
REMARKS: Background on <input type="text"/>		
FROM: Executive & Planning Staff		
ROOM NO.	BUILDING	EXTENSION

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FBIS MANAGEMENT STUDY

[redacted], will be conducting a study of FBIS overseas bureaus with regard to the work and living environment as it affects the health and well-being of FBIS foreign employees from an organizational viewpoint. A private management consultant, [redacted] has been a consultant with many U.S. organizations with multinational staffs, including scientific research firms, hospitals, and newspapers, and teaches at universities. The study will focus on the health, attitudes, and environment of FBIS foreign employees. At the end of the worldwide study, a report of his findings and recommendations will be shared with both management and the employees.

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The consultant has visited Okinawa and Bangkok bureaus as the first phase of his study. While there he conducted interviews with bureau officers, employees, and some English-speaking members of families. Later he will visit most bureaus, including Okinawa and Bangkok again, to conduct a survey that will include interviews and written questionnaires. He will be interested in learning what the concerns and problems are of FBIS employees and their families as they relate to the work of FBIS and their living conditions. Participation in [redacted] study is entirely voluntary; the information provided [redacted] will be strictly confidential and employees consulted will be identified only by numbers, not names. FBIS hopes that everyone will be willing to participate, and will be candid and honest in replying to the consultant's questions.

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This is a rare opportunity to enable employees, and in some cases their families, to help FBIS management determine what needs to be done to facilitate the work and mission of FBIS. The purpose is to determine the health of the organization as reflected by the health and attitudes of its employees and to indicate concerns that management should address. Data from the questionnaires will be analyzed by computer only under the direction of the consultant, not FBIS. Questionnaires will be handled solely by the consultant, not by FBIS management. We hope you will find this an interesting opportunity to influence the management of FBIS and promote the well-being of our employees and families.